

E-Poster Presenter Guidelines

The deadline for upload of E-Posters is 31 May 2024

E-POSTER TIMING

E-Poster Walk Presentation presenters have each been allocated **5 minutes** to present their E-Poster, (3 minutes for presentation and 2 minutes for Q&A) at the E-Poster screens.

E-Poster Viewing abstracts will have **no specific presentation date and time.**

E-POSTER VIEWING

Electronic Posters or E-Posters are similar to traditional paper posters, but displayed on-site on a large LCD television screen and are available for electronic viewing at all times for participants.

E-Posters will be available at the E-Posters stations in the Exhibition Area at the Congress. Viewers will be able to easily find and browse E-Posters.

These posters do not require printing or production of materials – as your work will be available for viewing electronically.

PARALLEL ORAL E-POSTER PRESENTATIONS

Parallel Poster Walks Presentations will be given at the E-Poster Area in the Exhibition, on June 12 and on June 13 between 12:30-13:30. All participants are invited to the E-Poster Stations to hear the short presentations and to ask questions. Each E-Poster Walk Presentation will be guided by

a moderator.

Presenters should be at the E-Poster viewing stations **10 minutes** before the start of the E-Poster Walk Presentation and remain there until the session has finished. Each presenter has been allocated 3 minutes to present his/her E-Poster, plus 2 minutes for discussion. E-Poster Discussion presenters are requested to prepare **ONLY** an E-Poster.

□□INSTRUCTIONS FOR THE PREPARATION OF E-POSTERS□

Presenters will receive a dedicated link to upload their E-Posters via email in due course.

Technical specification for E-Poster preparation. Please submit your E-Poster as a 1-page PDF file in landscape orientation.

If you wish, you may use a **template that can be downloaded** [HERE](#)

- **Language:** All E-Posters should be prepared in English
- **File Format:** PDF file – 1 page
- **Orientation:** Please create your document in PowerPoint in Landscape Layout 16×9 and Save it as a PDF file
- **Font types:** Arial, Calibri, Verdana Times New Roman or Helvetica
- **Font size:** 11 points or larger
- **Hyperlinks, animated images, animations and embedded videos** are not permitted
- **QR Codes** may be included
- **Images and tables:** at least 200 dpi. Good picture quality is essential.
- **When inserting images, photos, tables, etc.,** use copy-paste. Do not use embedded documents.
- **Avoid overlapping objects and layers.** Only the final

view/status will be visible

- When saving your PDF please do not use symbols or special characters (ie. +/@/ü) in the file name
- **File size:** Less than 5 MB

Please note: By uploading your E-Poster, you agree to having it published in the official Congress publications and on the Congress website.